

INVESTIGATING LAW ENFORCEMENT AGENCY IDAHO AMBER ALERT ACTIVATION CHECKLIST

Items in **BOLD and with an asterisk are required.**

HAVE ALL THE FOLLOWING CRITERION REQUIRED FOR ACTIVATION BEEN MET?

*Yes or No	Law Enforcement confirmed abduction has occurred?
*Yes or No	Abduction occurred in last 12 hours ?
*Yes or No	Victim under 18
*Yes or No	Victim believed to be in imminent danger ?
*Yes or No	Descriptive data available on victim and abductor?
*Yes or No	Entered NCIC ?

If any criterion is not met, the investigating agency will implement their local Missing / Endangered Person Plan.

*Reporting Agency _____

*Dispatcher Last Name _____ *Dispatcher First Name _____

*Authorizing Officer Last Name _____ *Officer First Name _____

*Officer Badge & Serial # _____ *Officer's Rank _____

*Law Enforcement Contact Phone # _____ *Public Contact Phone # _____

*Media Contact Phone # _____

INCIDENT INFORMATION

*Date of Incident / Last Seen	*Time of Incident / Last Seen	City	*County	Case number	
*Zip Code	Common Place Name	Full Street Address		Mile Marker	Cross Roads &
*Incident Summary: MAXIMUM of 250 Characters					

VICTIM INFORMATION

*Last Name	*First Name	*Age	Date of Birth	*Height	*Weight
*Hair Color	Eye Color	Complexion		*Race	*Gender / Sex
Additional Descriptors (Glasses, hair style, Scars / Marks / Tattoos)					
Clothing Description					

SUSPECT INFORMATION

Last Name	First Name	Age	Height	Weight	Hair Color	Eye Color	Complexion	Race	Gender / Sex
-----------	------------	-----	--------	--------	------------	-----------	------------	------	--------------

Clothing Description
Additional Descriptors (Glasses, hair style, Scars / Marks / Tattoos)

VEHICLE INFORMATION

Color	Year	Make	Model	Body Style	License #	License State
Additional Vehicle Information						

After calling the appropriate ISP Regional Communications Center, please fax or e-mail this information to that center at the numbers or address below.

RCC FAX NUMBERS

NORTH	COEUR D'ALENE	FAX	208-209-8618	PHONE	208-209-8730
SOUTH	MERIDIAN	FAX	208-846-7520	PHONE	208-846-7500

If investigating agency has photographs they wish to be added to the alert, please email to the RCC.

Email address: **NORTH** d1dispatchers@isp.idaho.gov
 SOUTH d3dispatchers@isp.idaho.gov